

MEMO

DATE: August 30, 2007

TO: Administration Committee

FROM: Wayne Moore, Chief Financial Officer, (213) 236-1804, moore@scag.ca.gov

SUBJECT: CFO Monthly Report for June & July 2007

Accounting

The Accounting department submitted a record CPG invoice to Caltrans for June, 2007. It totaled \$3.8 million and reflects the continuing increase in activity. Staff continued with year-end close procedures, transaction processing, and set up activities for FY08.

Research began on the impact on SCAG of the delay in adopting the State budget. The impact should be minimal if the State budget is approved by September 2007.

The Investment Oversight Committee was activated and will immediately address several issues. These include SCAG's revised investment policy, the GASB 45 Irrevocable Trust, and funding for the Supplemental Defined Benefit Retirement Plan.

Budget and Grants (B & G)

The Budget and Grants department completed the data-entry of the FY 07-08 OWP, Indirect (IC) and General Fund (GF) budgets into SCAG's financial information system enabling all business transactions (such as requisitions, purchases orders, and payments) to be operational and effective as of July 1st. Additionally, the B & G Team provided on-going assistance to SCAG staff relative to project budgets, OWP and financial management policies and processes, and the use of SAP.

B & G coordinated the preparation of the 4th quarter OWP progress report which includes the year-end reporting of all FY 06-07 projects and discretionary grants reporting. Also, B&G identified a list of minor project changes within the OWP and submitted an amendment request to our funding partner in late July.

Development discussions continued with ISD staff relative to the new Comprehensive Budget and Development System (CBDS). The new database system is set to debut with the kick-off of the new fiscal year budget development cycle.

B & G collaborated with planning and programming to submit a \$200 million grant proposal to the federal government addressing our goods movement and air quality challenges faced within the Southern California region.

MEMO

Contracts:

During the months of June and July 2007, the contracts department awarded 8 contracts, issued 56 contract amendments, and issued 2 Requests for Proposals (RFPs). It is worth noting that during fiscal year 2007, Contracts staff saved the agency approximately \$141,000 through negotiations with suppliers for more advantageous terms and pricing of supplies and services.

As part of its on-going strategy to increase competition, contracts staff is working with the planning and programming staff to add a Contractor Conference (i.e., Mixer) to the Agenda of the upcoming Transit Conference. Staff will market SCAG's contracting opportunities at this event, for the purpose of registering new vendors into SCAG's bid notification database.

Submitted by:



Chief Financial Officer

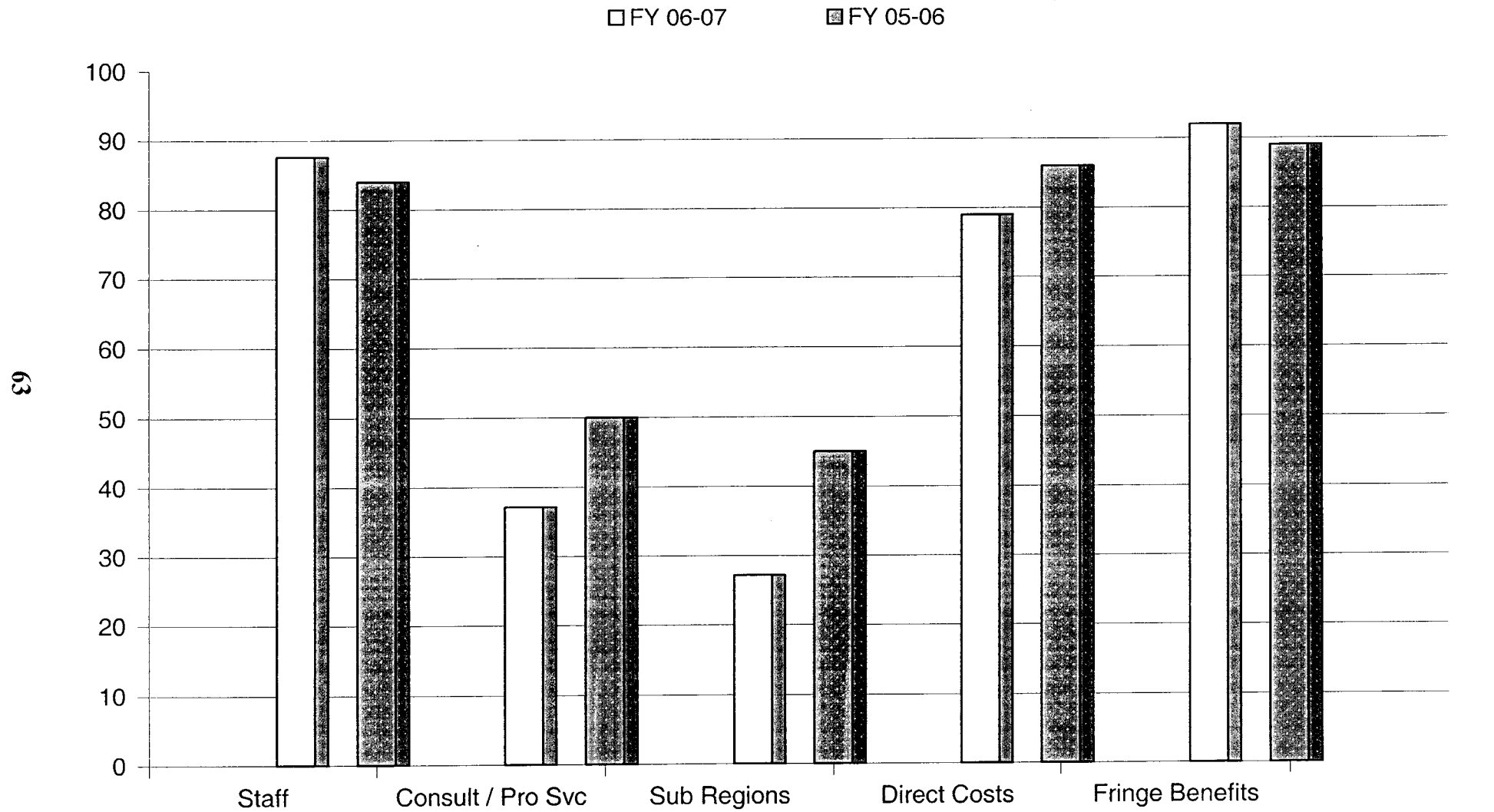
Southern California Association of Governments
Total Budget vs. Actual Expenditures and Encumbrances
For the Year Ended June 30, 2007

	a	b	c	(a+b+c) d	e	f	(d-e-f) g	h
Line Item Description	Original Budget	Approved Changes	Pending Changes	Forecasted Budget	Expenditures	Encumbrances	Budget Balance	% Budget Remaining
Salaries and Fringe Benefits	\$15,293,452	\$356,815	\$ -	\$15,650,267	\$13,894,545	\$ 142,204	\$1,613,518	10%
Consultants & Professional Services	17,799,082	973,755	\$ -	18,772,837	6,969,713	8,514,397	\$3,288,727	18%
Sub Region Consultants & Staff Projects	4,268,112	(180,000)	\$ -	4,088,112	1,109,257	2,379,060	\$599,795	15%
Direct & Indirect Costs	5,379,519	(258,409)	\$ -	5,121,110	4,045,589	518,242	\$557,279	11%
All Other	3,875,094	1,104,580	\$ -	4,979,674	1,810,204	-	\$3,169,470	64%
Total	\$ 46,615,259	\$ 1,996,741	\$ -	\$ 48,612,000	\$ 27,829,308	\$ 11,553,903	\$ 9,228,789	19%

1) Encumbrances are the remaining balances of contracts or purchase orders and are used for project budgeting purposes only.

Southern California Association of Governments
Agency Wide Comparison

% of Budget Spent @ 100% of year



**Budget v. Actual and Encumbrances
FY 2007**

	Original Budget	Budget Changes	Revised Budget	Yr to Date Expenditures Thru Jun	Balance	Pct of Bud	Encum- brances	YTD Expenditures Plus Encumbrs	Balance	Pct of Bud
Staff										
Salaries	10,605,287	276,815	10,882,102	9,405,157	1,476,945	86%	-	9,405,157	1,476,945	86%
Temporary Help	395,920	80,000	475,920	541,592	(65,672)	114%	142,204	683,796	(207,876)	144%
	11,001,207	356,815	11,358,022	9,946,749	1,411,273	88%	142,204	10,088,953	1,269,069	89%
Consultant / Professional Services										
SCAG Consultant	17,254,082	943,255	18,197,337	6,651,542	11,545,795	37%	8,401,764	15,053,306	3,144,031	83%
Legal Services	535,000	35,000	570,000	308,671	261,329	54%	106,613	415,285	154,715	73%
Professional Services	10,000	(4,500)	5,500	9,500	(4,000)	173%	6,020	15,520	(10,020)	282%
	17,799,082	973,755	18,772,837	6,969,713	11,803,124	37%	8,514,397	15,484,111	3,288,726	82%
Sub Regions										
Subregional Consultant	3,021,696	(75,058)	2,946,638	776,316	2,170,322	26%	1,568,583	2,344,899	601,739	80%
Subregional Staff Projects	1,246,416	(104,942)	1,141,474	332,941	808,533	29%	810,477	1,143,418	(1,944)	100%
	4,268,112	(180,000)	4,088,112	1,109,257	2,978,855	27%	2,379,060	3,488,317	599,795	85%
Direct Costs										
Internet Access Fees	3,000	-	3,000	2,610	390	87%	468	3,078	(78)	103%
Software Support	506,363	(80,000)	426,363	130,475	295,888	31%	6,272	136,747	289,616	32%
Hardware Support	57,000	-	57,000	52,997	4,003	93%	10,403	63,399	(6,399)	111%
Repair - Maintenance	0	-	0	0	0	0%	-	0	0	0%
Software Purchases	30,000	-	30,000	52,863	(22,863)	176%	6,529	59,393	(29,393)	198%
Office Rent - Main Office	1,200,807	-	1,200,807	1,272,623	(71,816)	106%	110,262	1,382,885	(182,078)	115%
Office Rent - Satellite Office	56,000	-	56,000	58,538	(2,538)	105%	-	58,538	(2,538)	105%
Equipment Leases	511,247	(20,000)	491,247	441,266	49,981	90%	36,921	478,187	13,060	97%
Equipment Repairs	34,730	(7,000)	27,730	18,128	9,602	65%	4,465	22,594	5,136	81%
Insurance	183,985	-	183,985	181,775	2,210	99%	-	181,775	2,210	99%
Payroll and Bank Process Fee	34,500	-	34,500	24,357	10,143	71%	-	24,357	10,143	71%
Office Supplies	115,500	-	115,500	146,502	(31,002)	127%	55,899	202,400	(86,900)	175%
Office Maintenance	-	-	-	-	-	0%	-	-	0	0%
Small Office Purchase	496,095	96,500	592,595	240,864	351,731	41%	92,977	333,842	258,753	56%
Telephone Charges	90,526	-	90,526	79,141	11,385	87%	140	79,281	11,245	88%
Postage and Delivery	82,000	-	82,000	57,840	24,160	71%	22,297	80,137	1,863	98%
SCAG Memberships	97,814	-	97,814	80,104	17,710	82%	-	80,104	17,710	82%
Professional Memberships	10,980	-	10,980	7,991	2,989	73%	584	8,575	2,405	78%
Resource Materials and Subs	43,550	-	43,550	202,962	(159,412)	466%	45,332	248,293	(204,743)	570%
Depreciation - Furniture	5,000	-	5,000	10,627	(5,627)	213%	-	10,627	(5,627)	213%
Depreciation - Computer	40,000	-	40,000	41,543	(1,543)	104%	-	41,543	(1,543)	104%
Amortization Lease	0	-	0	2,104	(2,104)	0%	-	2,104	(2,104)	0%
Capital Outlay	44,000	(44,000)	0	-	0	0%	-	0	0	0%
Recruitment Notices	25,000	-	25,000	14,257	10,743	57%	10,779	25,036	(36)	100%
Public Notices	65,000	(8,000)	57,000	5,620	51,380	10%	1,552	7,172	49,828	13%
Staff Training	181,000	107,500	288,500	169,028	119,472	59%	18,394	187,422	101,078	65%
RC & Committee Meetings	22,000	-	22,000	29,654	(7,654)	135%	9,587	39,240	(17,240)	178%
RC Retreat	17,500	-	17,500	18,381	(881)	105%	200	18,581	(1,081)	106%
RC General Assembly	17,500	-	17,500	22,669	(5,169)	130%	3,247	25,916	(8,416)	148%

**Budget v. Actual and Encumbrances
FY 2007**

	Original Budget	Budget Changes	Revised Budget	Yr to Date Expenditures Thru Jun	Balance	Pct of Bud	Encum- brances	YTD Expenditures Plus Encumbrs	Balance	Pct of Bud
Other Meeting Expense	46,500	47,400	93,900	54,065	39,835	58%	4,309	58,373	35,527	62%
Miscellaneous	168,583	6,141	174,724	23,264	151,460	13%	9,959	33,224	141,500	19%
RC Meeting Stipends	130,000	-	130,000	108,335	21,665	83%	-	108,335	21,665	83%
Letter of Credit Interest	75,000	(34,161)	40,839	5,000	35,839	12%	-	5,000	35,839	12%
Caltrans Rapid Pay Fees	1,000	-	1,000	900	100	90%	-	900	100	90%
Cash Contributions to Projects	346,839	(346,839)	0	(1,574)	1,574	0%	-	(1,574)	1,574	0%
Printing	190,000	6,500	196,500	86,240	110,260	44%	11,413	97,653	98,847	50%
Travel	305,400	16,700	322,100	271,695	50,405	84%	403	272,098	50,002	84%
Travel - Lod > Per Diem	3,000	-	3,000	7,066	(4,066)	236%	-	7,066	(4,066)	236%
Travel - Event Registration	28,800	-	28,800	66,750	(37,950)	232%	350	67,100	(38,300)	233%
NARC BOARD EXPENSE	3,500	-	3,500	-	3,500	0%	-	-	3,500	0%
RC Special Projects	18,000	-	18,000	10,824	7,176	60%	50,000	60,824	(42,824)	338%
RC Sponsorships	91,800	850	92,650	48,105	44,545	52%	5,500	53,605	39,045	58%
	5,379,519	(258,409)	5,121,110	4,045,589	1,075,521	79%	518,242	4,563,830	557,280	89%
Fringe Benefits										
Vacation Accrual Reconciliatio	-	-	-	0	0	0%	-	0	0	0%
Severance Pay	-	-	-	0	0	0%	-	0	0	0%
Sick Leave Payback	-	-	-	0	0	0%	-	0	0	0%
Compensation Awards	-	-	-	7,539	(7,539)	0%	-	7,539	(7,539)	0%
Retirement - PERS	1,958,949	-	1,958,949	1,797,659	161,290	92%	-	1,797,659	161,290	92%
Retirement - PARS	58,045	-	58,045	59,408	(1,363)	102%	-	59,408	(1,363)	102%
Health Insurance	1,185,855	(260,000)	925,855	776,405	149,450	84%	-	776,405	149,450	84%
Dental Insurance	117,067	-	117,067	88,157	28,910	75%	-	88,157	28,910	75%
Vision Insurance	39,159	-	39,159	27,012	12,147	69%	-	27,012	12,147	69%
Life Insurance	95,000	-	95,000	87,591	7,409	92%	-	87,591	7,409	92%
Medical & Dental Cash Rebate	240,000	260,000	500,000	559,237	(59,237)	112%	-	559,237	(59,237)	112%
Medicare Tax	157,977	-	157,977	134,521	23,456	85%	-	134,521	23,456	85%
Tuition Reimbursements	5,000	-	5,000	4,000	1,000	80%	-	4,000	1,000	80%
Bus Passes	23,250	(12,500)	10,750	13,576	(2,826)	126%	-	13,576	(2,826)	126%
Carpool Reimbursements	4,120	-	4,120	3,115	1,005	76%	-	3,115	1,005	76%
Bus Passes - Taxable	54,000	12,500	66,500	67,402	(902)	101%	-	67,402	(902)	101%
Workers Comp Insurance	236,900	-	236,900	234,722	2,178	99%	-	234,722	2,178	99%
Misc. Employee Benefits	11,923	-	11,923	3,133	8,790	26%	-	3,133	8,790	26%
Unemployment Insurance	25,000	-	25,000	7,178	17,822	29%	-	7,178	17,822	29%
Deferred Comp Match	76,500	-	76,500	73,411	3,089	96%	-	73,411	3,089	96%
Benefit Administration Fees	3,500	-	3,500	3,730	(230)	107%	-	3,730	(230)	107%
	4,292,245	-	4,292,245	3,947,796	344,449	92%	-	3,947,796	344,449	92%
Other										
Soft Match Contributions	4,025,853	203,136	4,228,989	1,640,780	2,588,209	39%	-	1,640,780	2,588,209	39%
Exp - Local cash	165,625	148,212	313,837	169,424	144,413	54%	-	169,424	144,413	54%
Reconcile to Burden	(316,384)	753,232	436,848	0	436,848	0%	-	0	436,848	0%
	3,875,094	1,104,580	4,979,674	1,810,204	3,169,470	36%	0	1,810,204	3,169,470	36%
Grand totals:	46,615,259	1,996,741	48,612,000	27,829,308	20,782,692	57%	11,553,903	39,383,211	9,228,789	81%